



### Project SEARCH - Fairbanks Memorial Hospital Entrance Criteria

- Be between the ages of 18 and 22.
- Completed at least 4 years of high school; earned a Certificate of Achievement OR defer diploma for one year
- Agree that this will be the last year of student services with FNSBSD.
- Meet eligibility requirements for Vocational Rehabilitation.
- Meet eligibility requirements for Senior and Disability Services (this is preferred but not necessary).
- · Have independent personal hygiene and grooming skills.
- Have independent daily living skills.
- Maintain appropriate conduct and social skills in the workplace.
- Take direction from supervisors.
- Be able to communicate effectively.
- Utilize public transportation when available and participate in travel training to insure success in using the bus independently.
- Have previous experience in a work environment (including school, volunteer, or paid work)
- Desire and plan to work competitively in the community at the conclusion of the Project SEARCH program.

Ability to pass drug screen, felony check, provide proof of required immunizations, and willing to obtain a flu shot. \*\*Required immunizations include: MMR x 2, Varicella x 2, and Hep B Series, OR Positive Titer Results (A titer is a blood test that checks for immunity and proves that the individual has been immunized at some point.). If selected, the student must submit proof of immunization by May  $12^{\rm th}$  to remain eligible for the program.

### INFORMATION FOR STUDENTS AND PARENTS/GUARDIANS:

- Students must meet and maintain Division of Vocational Rehabilitation Services eligibility criteria prior to entering Project SEARCH.
- 2. Students must meet and maintain SDS eligibility criteria prior to entering Project SEARCH (if applicable).
- Students must submit a completed Project SEARCH application packet through the Fairbanks North Star Borough School District to Brenda Williamson, Special Education Coordinator, 520 5th Avenue, 4th Floor, Fairbanks, AK 99701.

### **APPLICATIONS ARE DUE BY MARCH 31, 2017**

Applications will be reviewed by a screening committee, which will make recommendations to FNSBSD concerning placement in the program.

Program selection interviews will happen the week of April 17-21, 2017.

## STUDENTS AND PARENTS/GUARDIANS WILL BE NOTIFIED OF PLACEMENT BY APRIL 28, 2017.

4. If students continue to meet all eligibility standards, then the students' teams will develop updated IEPs to reflect the goals and objectives for Project SEARCH.



## Fairbanks Memorial Hospital

*PLEASE NOTE* ALL THE REQUIRED DOCUMENTS MUST BE COMPLETED AND SUBMITTED TOGETHER FOR CONSIDERATION
Completed Application for Fairbanks Memorial Hospital/Project SEARCH Internship
Photo ID
Shot/Immunization Record and FNSBSD Health Records Immunization record must include: proof of MMR x2 and Varicella x2, and Hep B immunization through a shot record, OR positive titer results (A titer is a blood test that checks for immunity and proves that the individual has been immunized at some point). ** If selected the student must submit this proof of immunization by May 12. To continue in the program.
Current Individual Education Plan (IEP) including Transition Goals
Current ESER (Evaluation Summary and Eligibility Report)
Project SEARCH Parent/Teacher/Student Preparation Assessment
☐ Two Letters of Recommendation
Attendance Record
Career Assessment (examples include: TPI, Worksite Observation Checklist, Student Interest Inventories, DVR Vocational Assessments, etc)
Return completed Packet to:
Brenda Williamson, Special Education Coordinator Fairbanks North Star Borough School District 520th 5th Ave Suite E, Fairbanks, AK 99701 907-452-2000 X11446 brenda.williamson@k12northstar.org

A completed background check will be completed after the selection process is completed. If a student does not pass the background and drug check s/he will have to return to their previous educational program.





## INTERNAL APPLICATION FOR Project SEARCH Internships

An Equal Opportunity Employer

# FOR APPLICATIONS TO BE PROCESSED, ALL QUESTIONS MUST BE THOROUGHLY COMPLETED APPLICATIONS ARE ACCEPTED FOR OPEN INTERNSHIPS ONLY

Personal Data: Student Name:			Middle
Last	Firs	t	
Address:	City		Zip Code
Home Phone Number:		Cell Phone:	
Date of Birth:		Choose One: (optional)   Male	□ Female
Parent/Guardian:		Email:	
Address:			
Home Phone:	Cell Phone:	Work:	
Did you attend FNSBSD Bridge P  □ Yes How many years?	rogram?		
□ No			
Employment/Work Experience	(see attached assessme	ent for detailed information):	
Did you receive job coaching or o	other support in the prev	ious jobs? 🗆 Yes 🗆 No	
If yes, what type?			
How many hours per day or week	?	us jobs? ¬ Yes ¬ No	
Did you receive any disability acc		ous jobs? a res	
If yes what type?	12/2/	- No	
Have you ever been fired from a j	job? □ Yes	□ No	2004-100-4-50-000-6
If so, why?		- No	
Have you ever quit a job before?	□ Yes	□ No	
If ca why?			

PLEASI	THOROU	GHLY COMPLETE TION OF THIS APPL	ICATION
THE WORK HIST	Dates	Job Title	Reason for Leaving
Company Name		Duties	
Address	_	L/LICO	
City State			
Supervisor's Name Phone		Job Title	Reason for Leaving
	Dates	JOB 1100	
Company Name Address		Duties	
City State			
Supervisor's Name			
Phone	Dates	Job Title	Reason for Leaving
Company Name		200	
Address		Duties	
City State			
Supervisor's Name			
Phone	Dates	Job Title	Reason for Leaving
Company Name		Duties	
Address		LATING	
City State			
Supervisor's Name Phone WORK REFERENCES WHO			
Name Ad Occupation	ddress		Phone
Occupation	ddress		Phone
Are you able to perform the job that you Yes No  I hereby certify that all the above quest untruthful statements may render this any employment.		He enquered I understan	d that any misleading or
		n	ATE
SIGNATURE of STUDENT SIGNATURE of GUARDIAN (if applicable)			ATE
PERMISSION FOR REFERENCE CHI	<u>ECK</u>		
To Whom It May Concern: I have applied to Fairbanks Memorial H to Fairbanks Memorial Hospital any inf Internship for which I have applied.	lospital for a Proormation as nec	essary to verify my quant	
SIGNATURE of STUDENT		D	DATE
SIGNATURE of STUDENTSIGNATURE of GUARDIAN			DATE
(if applicable)			*







### Project SEARCH – Fairbanks Memorial Hospital Student Self Preparation Assessment

### Dear Project SEARCH Applicant:

Fill out each section with the best information about yourself and your skills. That will help us learn more about you. If you need help, please ask your teacher or a parent. If someone else helps you, ask them to write down the answers in your own words.

Name:	Birthday:		
School District:	Email Address:		
Home Phone:	Cell Phone:		
Home Address:			
	×		
School Status	and with a Cartificate of Achievement		
☐ I completed 4 years of high school and grad	Dated with a Certificate of Achievement		
☐ I have completed at least one year in FNSBS	D BRIDGE Program		
☐ I have one or more years of school eligibility	until my 22" birthday		
Committee Commit			
Commitment to Community Employment			
I want to get a job	community employment		
My family supports my goal of competitive of the support of the	community employment		
☐ I have an original Social Security Card	turo ID		
☐ I have a State ID or a Drivers license as a pic	ture ib		
☐ I can pass a pre-employment drug screen			
☐ I can pass a criminal background check	<ul> <li>I can pass a criminal background check</li> <li>I can be contacted through an answering machine or voice mail which has a business like</li> </ul>		
	achine or voice mail which has a busiless like		
greeting  I have a businesslike email address that I ch	eck at least weekly		
☐ I receive SSI and/or SSDI or other forms of p	public assistance		
☐ I have had a benefits analysis and/or I unde	rstand the impact of earned income on the benefit		
I Have had a belieffed drieffor street			
Attendance			
<ul> <li>I have had no absences or tardies within the</li> </ul>	e past school year		
☐ I have had 1 – 5 absences or tardies within	the past school year		
☐ I have had 5 – 10 absences or tardies within	the past school year		
I have had 10 or more absences or tardies \	within the past school year		
I have a medical condition that requires fre	quent hospital stays/excessive doctor/clinic visits		
(more than 20 days)			
☐ If yes to 10 or more days:	,		
Reasons why I have missed so much school			

Approp	riate Social and Behavior Skills
ח	I do not engage in flirting, inappropriate touching or public displays of affection such as holding
-	hands, hugging, or, kissing
	I do not swear or use profanity in a school or work setting
	I show respect to my peers and adults
	I work cooperatively with others
	I accept correction and criticism without a negative reaction
	I have lost my temper in a school or work environment
	I have displayed aggressive behavior in a school or work setting
	☐ Screaming or yelling
	☐ Hitting/Punching
	□ Spitting
	☐ Kicking
	☐ Fighting
Interpe	ersonal Communication
	I respond when someone speaks or asks questions
	I make eye contact
	I use an appropriate tone of voice
	I engage in appropriate conversation in a school or work environment
	I use appropriate body language in the school or work environment
	□ No inappropriate hand gestures
(6)	☐ Sitting appropriately in a chair / posture
	☐ Respecting personal space
	I use a cell phone and electronic equipment (IPOD, Walkman, Bluetooth, etc). appropriately
	according to the school or business policy including refraining from talking and answering the
	phone, texting and listening to music
Manhal	Communication
	I am easily understood by others
	I sometimes have trouble getting my message across to others
	I use adaptive equipment to communicate
	I am willing to learn to use adaptive equipment to communicate if appropriate
	I use an interpreter and/or use sign language to communicate
П	I talk about the same topics over and over again
	Tour about the service services
Physic	al Limitations:
	I have difficulty walking
	a to the total land well forwighter
l n	eed to use the following to help me walk/navigate:
	☐ Cane
	☐ Walker
	☐ Wheelchair
	☐ Scooter ☐ Other
	□ Other
	☐ I have limited use of my arms and/or hands
	☐ I have other physical limitation that may affect employment: Please list:

Independent Daily Living and Self Care Skills

Check the box to tell us if you can do the skill independently or you need help.

		Independent	Need
	Help		
	Cooking and nutrition		
	Budgeting		
	Handling Money/making change		
	Taking Medication		
	Toileting	· a	
	Daily Shower/Bath	٥	
	Appropriate amount of sleep		
	for school and work schedule		
Appea	rance and Professional Presentation		
	I arrive at school and/or work daily with:		
	<ul> <li>Clean and combed hair</li> </ul>		
	<ul> <li>Clean clothing and underwear</li> </ul>		
	<ul> <li>Brushed teeth/oral hygiene</li> </ul>		
	☐ Clean clothes	•	
	I wear appropriate clothing for the weather		
	I follow my school dress code		
	I am willing to follow the designated dress of	ode of my employer including ru	les on:
	☐ Appropriate clothing		
	☐ Shoes	*	
	☐ Facial hair		
	☐ Facial and body piercings	*	
	☐ Tattoos		
	☐ Jewelry		
	☐ Fingernail polish and length		
T	- autotion		
-	portation I have reliable transportation to get to work	4	
	I have my own car, drivers license and insur	ance	
	know how to use public transportation		*
	" " " - to leave to use public transporta	tion	
		independently and can make my	own appointments
	I use a door-to-door or para-transit system	and a family member/other pers	son helps to make
	the anneintments		
М	I have a family member/other who is willing	g to provide on-going transporta	tion
	I am eligible for MRDD (or other disability r	elated) transportation assistance	•
	Other transportation options		
	and the same of th		

) was also a	tion Rate and Work Quality
roduc	At work or at school, I get all my tasks finished on time and I turn things in by the due date
	At work or at school, it is difficult to get all my tasks finished or turned in by the due date
	At school or work I get most of the tasks correct
	At school, on chores or on my job my work is organized and neat
Ц	At school, on chores of off my job my work is organized and ness
Employ	yability Skills
	I get to school, work or other appointments on time and independently
	After lunch or a break, I get back to class or work on time
	I know how to tell and keep track of time
	I stay on a task until it is finished
	If I am interrupted, I can return to the task and finish it
	I can access the necessary information to fill out a paper application
	I can have experience in filling out an on-line application
	I know how to answer common interview questions
	I can tell my boss or co-workers ways that I learn best or tools that help me be a good worker
	Please list ways that help you learn best or tools you use to be successful at school or on the job
Daion M	Vork Experience
	I have had a paying job(s) in my community. The places I worked were/are:
	I have worked at my school doing:
	I have volunteered at:
	I do the following chores at home on a regular basis:
	I have never worked or volunteered.
	Please attach a resume if you have one
	Please attach a resume if you have one
Acade	mic Skills
	I am able to read work related vocabulary
	I am able to add and subtract
	I can use a calculator
	I like to write and keep a diary/journal
	I am able to read basic written directions
Comp	uter/Electronic Skills
	I have basic keyboarding skills and use correct typing techniques.
	I have basic keyboarding skills and use only two fingers (hunt and peck).
	I can use Microsoft Word to create letters and other documents
	I can use Microsoft Excel to create spreadsheets and other documents
	I can use Microsoft Publisher to create cards, newsletters, flyers and other documents
	I can use email correctly
	I can access the internet to get information, find services such as map quest and use various
	search engines
	I use a computer to play games, watch TV shows, listen to on-line streaming, etc.
	I have no computer skills
	I use a cell phone to talk to others
-	Luse a cell phone for texting

School and Community Supports		
I receive Related Services through	my school district	
□ Speech Therapy		
☐ Occupational Their	rapy	
□ Physical Therapy		
□ Other		
U	of Vocational Rehabilitation S	Services (DVR)
Name of counselor:		
and the state of t	ame of Guardian:	
have a legal guardian Na	es and have a Medicaid wait	ver
I am eligible for DD service	ervices Facilitator:	
Name of Case Manager/S	ervices racilitator.	
	a numbers helow	
Please list other names and phon	le numbers below	
	Title	Phone Number
Name	IIUe	
problems. If someone writes the	answers for you, have them	te examples of how you would solve these do it in your own words.  It where I was going I would do the
I was sweeping (vacuuming) I would do the following:	and the sweeper quit worki	ng or got clogged. In order to finish my task
I lost my house key. In orde	r to get in my house I would	do the following:

I was using my computer and it stopped working. I would try to:	
My parents were not home. It was dinner time and I was hungry. What would I do?	
Someone teased me or was mean to me. I would react by:	
Thanks for your work to finish this information and checklist! We appreciate it.	





### Project SEARCH – Fairbanks Memorial Hospital Parent Assessment

	1 41 41 41	
Student Na	me:	School District:
Name of person filling out form:		Relationship to Student:
Your Phon	۸۰	Your Email:
Your Phon	c.	
Your Addre	ess:	*
Please Check	be honest when filling out this informa the boxes that pertain to student's curr	tion to help us appropriately place the student. ent status.
	I Status The student completed 4 years of high sol The student has completed one year in FI The student has one or more years of sch	hool and graduated with a Certificate of Achievement NSBSD BRIDGE Program nool eligibility until s/he turns 22
	Student has a professional working email	s license in addition to a school ID screen check swering machine or voice mail which has a business address. Please list:
Atten	Student has had 10 or more absences or Student has had a medical condition that visits (more than 20 days)	ies within the past school year tardies within the past school year tardies within the past school year requires frequent hospital stays/excessive doctor/clinic

		Daily Living and Self Care Skills
		t is independent in daily living and self care skills
		Cooking and nutrition
		Budgeting
		Handling Money/making change
		Taking Medication
		Toileting
		Daily Shower/Bath
		Appropriate amount of sleep for school and work schedule
	Studen	t needs help with the following (from a parent/teacher/guardian/care taker)
		Cooking and nutrition
		Budgeting
		Handling Money/making change
		Taking Medication
		Toileting
		Daily Shower/Bath
		Appropriate amount of sleep for school and work schedule
Appea	arance	and Professional Presentation
		nt arrives at school and/or work daily with:
		Clean and combed hair
		Clean clothing and underwear
		Brushed teeth/oral hygiene
		Clean clothes
	Studer	nt wears appropriate clothing for the weather
	Studer	nt follows the school dress code
	Studer	nt willingly follows the designated dress code of my employer including rules on:
		Appropriate clothing
	7,755,55	Shoes
		Facial hair
		Facial and body piercings
	_	Tattoos
		Jewelry
	Ц	Fingernail polish and length
Trans	portation	on
	Stude	nt has his/her own car, drivers license and insurance
	Stude	nt knows how to use public transportation
	Stude	nt is willing to learn to use public transportation nt uses a door-to-door or para-transit system independently
	Stude	nt uses a door-to-door or para-training system independently  Parent or other quardian makes appointment for student
	0	Parent or other guardian makes appointment for student  Student makes own appointments
	Chuda	ot is eligible for MRDD (or other disability related) transportation assistance
	Stude	nt has a family member/other who is willing to provide on-going transportation
	Other	transportation options
and.	- 41 1 107	The state of the s

Appro	Student does not engage in flirting, inappropriate touching or public displays of affection such as holding hands, hugging, or kissing Student does not swear or use profanity in a school or work setting Student shows respect to peers and adults Student works cooperatively with others Student accepts correction and criticism without a negative reaction Student has appropriate behavior with adult supervision but may not be appropriate in all independent situations (or needs some adult prompts on an on-going basis) Student has lost temper in a school or work environment Student has acted aggressively in a school or work setting  Screaming or yelling Hitting/Punching Spitting Fighting Fighting
Interp	ersonal Communication
	Student responds when someone speaks or asks questions  Student makes eye contact  Student uses an appropriate tone of voice  Student engages in appropriate conversation in a school or work environment  Student uses appropriate body language in the school or work environment  No inappropriate hand gestures  Sitting appropriately in a chair / posture  Respecting personal space  Student uses a cell phone and electronic equipment (IPOD, Walkman, Bluetooth, etc).  appropriately according to the school or business policy including refraining from talking and answering the phone, texting and listening to music
Verba	Student uses adaptive equipment to communicate Student is willing to learn to use adaptive equipment to communicate if appropriate Student uses an interpreter and/or uses sign language to communicate
Phys	ical Limitations: Student has difficulty walking
S	tudent uses the following to walk/navigate:  Cane  Walker  Wheelchair  Scooter  Other
	☐ Student has limited use of arms and/or hands ☐ Student has other physical limitations that may affect employment. Please list:
	·

Produ	ction Rate and Work Quality					
	At work or school, student completes all tasks by due date					
	At work or school, student turns in assignments by deadline or due date					
	At work or school, student turns in additional to get all tasks finished or turned in on time.  At work or school, it is difficult for the student to get all tasks finished or turned in on time.					
	Please list strategies that have assisted the student to complete and turn in work on time					
_	At school or work the student gets most of the tasks correct					
	If no, please explain:					
	At school, with home chores or on the job the student's work is organized and neat					
	Other comments:					
U	Citici commence.					
Emple	byability Skills					
	Student gets to school, work or other appointments on time and independently					
	After lunch or a break, the student gets back to class or work on time					
	The student knows how to tell and keep track of time					
	The student is able to count money and make change accurately					
	The student stays on a task until it is finished					
	If interrupted, the student can return to the task and finish it					
	The student can access personal information to complete a paper application					
	The student has had experience with completing on-line applications					
	The student knows how to answer common interview questions					
	The student can tell his/her boss or co-workers what help is needed on their job					
	Please list strategies that have been successful and leads to success and independence:					
	0					
	0					
	0					
Prior	Work Experience					
	The student has had a paying job(s) in the community. Places they have worked are:					
	0					
	0					
	to the investment deigner					
	The student has worked at their school doing:					
	The student has volunteered at:  The student does the following chores at home on a regular basis:					
	The state of the s					
	THE STUDENT NOTES. WELLES					

<sup>\*</sup> If the student has a resume, please attach

Acade	mic Skills	to to the condensate	and tacks		
	The student is able to read	d vocabulary associated with work rela	when needed		
	The student is able to app	ly basic addition and subtraction skills	when heeded		
	The student uses a calculate	ator when doing math problems or for	sveryday doc		
	The student likes to write	or keeps a diary/journal			
	The student is able to read	d basic written instructions			
Comp	uter/Electronic Skills				
	The student has basic key	boarding skills and uses correct typing	techniques		
	The student has basic key	boarding skills and uses only two tinge	ers (num and peck)		
	The student can use Micr	neoff Word to create letters and other (	30Cuments		
	The student can use Micr	osoft Excel to create spreadsheets and	there flyers or other documents		
	The student can use Micr	osoft Publisher to create cards, newsle	itters, rivers or other accumums		
	The student can use ema	il correctly ne internet to get information, find serv	ices such as map quest and use		
	The student can access to	ne internet to get intormation, and sore	1000 00011 110 111111111111111111111111		
-	various search engines The student has minimal	computer skills			
	The student uses a cell p	hone to talk to others			
	The student uses a cell p	hone for texting			
U	The student does a comp	:			
Addit	ional School and Commu	nity Supports			
The s	tudent receives Related Se	rvices through the school district			
	<ul><li>Speech Therapy</li></ul>				
	<ul> <li>Occupational The</li> </ul>	rapy			
	<ul> <li>Physical Therapy</li> </ul>				
	□ Other	*			
0	The student is eligible for	DD services and has a Medicaid waiv	er		
0	0 E	a ailitatar			
0	o The student is eligible for Division of Vocational Rehabilitation Services (DVR)				
	DVR Counselor:  The student has a legal guardian Name of Guardian:				
0	The student has a legal g	juardian Name of Guardian.			
		, and an analysis to the second and the	low. It can be anyone in the		
Pleas	se list other names and pho	ne numbers of other support people be	slow. It can be anyone in the		
scho	ol or community that helps t	he student to be successful.			
Nam	<b>A</b>	Title	Phone Number		
T. ACUAL					
1					

7:44		Phone Number	
Title			
	2		
	Title	Title	Title Phone Number

<b>Problem Solving and Conflict Resolution</b> Please give us some examples of the student's problem solving abilities and/or how conflict:	they hand	lle
Home situation:		
School situation:		
Community or work situation:		